UVA Parents Fund

2016 Grants Application Presentation for Students
What’s the UVA Parents Fund?

- Comprised of private philanthropy from past and current University of Virginia Parents to enhance the undergraduate student experience
- Program founded in the 1980s by Gilbert J. Sullivan and Gordon C. Burris, initially for non-alumni parents to feel connected to the University and one another
- Distributes over $1M annually to departments and organizations that benefit students
Allocation of Funds

• The amount that we allocate depends on what was raised during the previous fiscal year

• In the 2015-16 academic year, we awarded $372,857 to CIOs and departments that ranged from:
  o The Arts
  o Diversity, Religious, and Cultural groups
  o Club Sports
  o Leadership groups
  o Fundraisers
Facts & Figures from 2015-16

Total Fall Applications: 127

- Funds requested: $831,355
  - Amounts requested ranged from $87 to over $30,000

- Applications receiving Grants: 98
  - Amounts awarded ranged from $87 to $27,300
What kinds of expenses will Parents Fund Grants cover?

...a wide range of them. Here are some examples:

- Food
- Technological equipment
- Building/set materials
- Rental fees
- Publicity/printing costs
- **T-shirts (new for 2016)**
What will the Parents Fund NOT cover?

- Alcohol
- Travel expenses
  - For students, OR speakers/presenters, except in extraordinary circumstances
- Honoraria
- Prize money
- Speakers’ fees
- Fees related to international travel and projects
How do I apply for funding?

Visit the UVA Parents Fund website after August 25, and by September 30!
Grants

The UVA Parents Fund Grants Application closed on Monday, September 28 at 5:00 p.m.

UVA Parents Fund Grants help to enhance the undergraduate student experience. Last academic year more than $1 million was distributed across Grounds. We expect to distribute at least $1 million again this academic year.

Members of the UVA Parents Fund Committee administer the grants program and prefer to provide “seed money” to initiate new programs or meet a one-time need, not to provide annual funding for existing programs. Parents Fund Grants do NOT fund honoraria, speaker fees, speaker travel and lodging, student travel and lodging, T-shirts or alcohol.

General Requirements

1. Any University of Virginia student, organization, or department that provides services, programs or projects to UVA undergraduate students is eligible to apply for a Parents Fund Grant.
2. Parents Fund Grant applications must be submitted through our online form.
3. Each applicant must submit a complete application including a project budget. The budget template can be downloaded from the application.
4. Reimbursements will only be made for items and purposes stated in your original budget. No substitutions or modifications can be made without prior written consent from the Committee.
5. Reimbursement requests must be received before June 30, 2016. Requests received after June 30, 2016 will be denied.

Organization Mission or Purpose

Use three sentences or less to summarize your organization’s purpose, activities, and achievements.

Project Overview

1. Summarize your project’s goals and objectives and the number of students you expect to impact.
   1. Why is this project important and what is its potential impact?

http://uvaparents.virginia.edu/grants-scholarships/grants/
Form Instructions

Please read the Parents Committee Grant application guidelines carefully. Any application requesting funds for travel and lodging, tee shirts, awards and gifts, honoraria, or alcohol will be disqualified.

Organization Name: 

Project Name: 

Project Date(s): 

Contact First Name: 

Contact Last Name: 

Contact Title: 

QUESTIONS

Has this organization applied previously? 

Yes  
No
What does a good application look like?

(Roller Derby Club @UVA)

**Summarize purpose and goals (1800 characters maximum):**

Our mission is to nurture bold self-confidence in students by developing teamwork and athletic ability while treasuring individuality within a culture of integration, encouragement, and service to others. This club’s purpose is to promote sportsmanship and community by providing an alternative form of fitness and entertainment to the women and men of the University. We want to provide students the opportunity to be a part of an amateur team on a college campus: by student-athletes, for student-athletes.

We are only the 3rd college club to form in the world behind Arizona and Georgia and currently the only roller sport club at the University. Not only do these funds help start a club, but it also helps encourage new members to discover and develop their skills when the large financial burden might otherwise discourage them. Since our organization is new, it doesn’t have the funds at this time to help subsidize these initial club expenses, so students would have to pay any and all fees out-of-pocket just to attend practice.

We have reached out to the local league to provide guidance in setting up a practice plan to ensure our practices are safe and our skaters are learning proper form. With this grant, the entire team would be able to attend a clinic to learn basic skills and strategy while also providing training for more advanced skaters to become not only leaders but develop the skills to train and conduct practices.
What does a good budget look like?

(Pancakes for Parkinson’s)

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Anticipated Cost</th>
<th>Amount Funded By Another Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>PANCAKES OPERATIONS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Griddles (rental fee; some griddles already owned)</td>
<td>$1,250.00</td>
<td>$1,250</td>
</tr>
<tr>
<td>Pancake Mix (550 lbs)</td>
<td>$408.10</td>
<td>$222.60</td>
</tr>
<tr>
<td>Pam (30 cans)</td>
<td>$103.20</td>
<td>$0.00</td>
</tr>
<tr>
<td>Syrup (3250 packs)</td>
<td>$437.88</td>
<td>$0.00</td>
</tr>
<tr>
<td>Chocolate Chips (600 oz)</td>
<td>$56.00</td>
<td>$56.00</td>
</tr>
<tr>
<td>Orange Juice (50 gallons)</td>
<td>$200.00</td>
<td>$200.00</td>
</tr>
<tr>
<td>Coffee (50 gallons)</td>
<td>$959.36</td>
<td>$100.00</td>
</tr>
<tr>
<td>Water Pitchers (20)</td>
<td>$93.80</td>
<td>$0.00</td>
</tr>
<tr>
<td>Mixing Bowls, Whisks, Spatulas</td>
<td>$175.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Napkins, Paper Towels, Forks</td>
<td>$1,174.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Disposable Cups (4000)</td>
<td>$300.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Hot Cups (2000)</td>
<td>$150.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>Paper Plates (8,400)</td>
<td>$924.37</td>
<td>$0.00</td>
</tr>
<tr>
<td>OTHER MAJOR EXPENSES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ambiance budget</td>
<td>$300.00</td>
<td>$300.00</td>
</tr>
<tr>
<td>Sponsor Banner</td>
<td>$350.00</td>
<td>$350.00</td>
</tr>
<tr>
<td>Storage Unit</td>
<td>$840.00</td>
<td>$840.00</td>
</tr>
<tr>
<td>Marquee Tent (rental)</td>
<td>$1,888.00</td>
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</tr>
<tr>
<td>TOTAL Cost</td>
<td>$9,609.71</td>
<td></td>
</tr>
<tr>
<td>Total amount funded by other sources</td>
<td></td>
<td>$3,468.60</td>
</tr>
<tr>
<td>Total amount requested from the U.Va Parent Fund</td>
<td></td>
<td>$6,141.11</td>
</tr>
</tbody>
</table>
I received a Grant!

...How do I request funds for my organization?

• Parents Fund Grants operate on a reimbursement basis through the UVaFund
  • You or a member of your organization will need to mail or drop off ALL original receipts (not photocopies) to the UVA Parents Fund office
  • Checks will be processed through Alumni Hall
  • Depositing $ into your CIO account with the UVaFund is also an option

• Starting in 2016, we will pay an invoice on your organization’s behalf if you do not have the funds upfront to cover your costs
  • This is contingent upon giving us 2 weeks’ notice to do so
Our Disbursement Form:

Organization name

Grant account # (NOT your account number at the UVaFund; we will supply this to you)

Parents Fund authorization (Please leave blank for us)

Disbursement Authorized By:

All Funds must be requested by June 30!
Examples of what to send us: Receipts
Order confirmations for Amazon and other online purchases
Examples of what NOT to send us...

We hired Mark Anderson to DJ for our event. He charges $50/hour. We used him for 3 hours.

We need an actual invoice/other proof of payment here.

Please send actual receipts...not photos!
Some more notes on receipts...

If you buy groceries, supplies, etc., please submit a receipt from the store directly, NOT from your organization’s ledger.

If you buy any personal items/other items that are not for your event, subtract them from the receipt.
Reporting back to the Parents Fund

• All groups are required to submit a Grant Report to uvaparentsfund@virginia.edu within two weeks of their event or project’s completion. Tell us about the outcomes and impact of your project.

Grant recipients are expected to submit a written report with pictures where applicable to the Parents Fund within 2 weeks of the project’s completion. Your report should include a description of how the Fund was recognized for supporting your project.

The inability to do so will jeopardize your group’s ability to receive funds in the future!
Lighting of the Lawn Report

Purpose:

Lighting of the Lawn has become a hallmark tradition on grounds. It is an event that has become synonymous with community. As one of the largest events on grounds, Lighting of the Lawn helps bring students, faculty, and the Charlottesville community together. The generous Parent Fund Grant has been a cornerstone of Lighting of the Lawn for many years. This year’s grant provided significant funding to make the event spectacular. It funded the stage, sound system, and a majority of the lights. We are proud to have a strong relationship with the Parent Fund.

Attendance:

We were fortunate enough to have the largest attendance ever. We projected that over 13,000 people came through the event.

Activities:

This year, the Lighting of the Lawn committee tried adding extra activities with our very generous donation. We had a drone that gave a live-feed for the entire event. We also were able to have 26 performers (nearly twice as many as last year) from both U.Va and the Charlottesville community.

Recognition:

Thanks to the Parents Committee, we were able to hang the Parents Fund banner on the lawn, right next to the stage for everyone to see. Sarah DeShields and Ben Cunningham made sure to give recognition during their speech at the beginning of the event and were able to recognize the organization while on the Charlottesville radio.

Printed Materials:

We attached the program that was given out during the event separately.

Pictures:

Here you can find the link to all of the Lighting of the Lawn pictures:
http://alumni.virginia.edu/youth-alumni/youth-alumni/lighting-of-the-lawn/
Best Buddies At UVA Valentine’s Day Formal Event Report

Summary of the Valentine’s Day Formal
Sponsored by the U.Va. Parents Committee

Date of Event: February 12, 2016
Report by Claire Trevisan, Best Buddies Treasurer
Recognition for the Parents Fund

Whenever possible, mention the Parents Fund for supporting your organization...

The Virginia Sihooettes present:

The BACHELOR
Sils Edition

Spring Concert | April 9th | 8:00PM | McLeod

A BIG THANK YOU TO: our friends and family for all their love and support, the Duke Pitchforks, our sound man Dave, the Parents’ Committee, the Obamas for hosting us this December, College Magazine for selecting us as the #1 Female Collegiate Group, Jack Frost, #Silforks, and last but not least, a huge thank you to everyone who came out tonight!
The Virginia Women’s Chorus under the direction of Katherine Mitchell presents

STORM COMIN’
Sat. April 2nd

...in print, AND...

The Virginia Women’s Chorus would like to thank the Parent’s Fund for their generous support

UVA Parents Fund

Persian Cultural Society Presents:
Iran Day 2016
26 March 2016

PCS Executive Board
Saba Chinian
Tara Shafiei
Naveed Mostaghimi
Geleare Ghajar-Rahimi
Arvin Daneshmand
Maryam Ansari
Tareenaz Acosta
Taneen Maghouchi

Special Thanks to...
Basil Mediterranean Bistro
The OMID Foundation
PCS Events Planning Committee
UVA Student Council
UVA Parents Fund & Committee
IDEA Fund
Alumni Association
Middle Eastern Leadership Council
Golara Haghtalab Artistry
Melissa Zhu Photography
Richard Dyon Photography
Faculty & Parents

OMID Wrist-Bands, Greeting Cards & PCS T-Shirts on Sale
...by displaying our banner, stickers, and napkins.
Notes of thanks are gracious—and appreciated!

Dear Parents' Committee,

Thank you so much for your generous grant! We were so excited that you are in support of bringing a unique sport to Grounds. Our little team that couldn't is chugging along and with your help we have been able to grow even more by providing gear that fits everyone. We are planning a clinic with the Charlottesville team to improve our skills even more. Again, it would not have been possible without you!

Thank you!
Roller Derby @ UVA
Questions???

Contact:
Jennifer Huebner
UVA Parents Fund Specialist
jenniferh@virginia.edu
434.924.1310